

MINUTES

Graduate Studies Committee

September 16, 2011 meeting

The meeting of the Graduate Studies Committee was called to order by Dr. Ken Snowden at 10:00 a.m. in MHRA 1607.

Members Present: Rebecca Adams, Edward Arrington, Jacob Babb, Cheryl Buehler, Bill Carroll, Laura Chesak, Bill Harden, Byoungho Jin, Matina Kalcounis-Rueppell, Michael Kane, Lynne Lewallen, Todd Lewis, Paul Mazgaj, Kelly Rowett-James, Ken Snowden and Bill Wiener.

Excused Absence: Vincent Francisco and Ken Klase

APPROVAL OF MINUTES

Minutes from the April 15, 2011 meeting were approved as written.

REPORT OF THE CHAIR - DR. SNOWDEN

Welcome and invitation for Dean Wiener's report.

REPORT OF THE DEAN - DR. WIENER

Dr. Wiener reported The Graduate School will be developing new support programs for students and faculty. An example is a series of programs beginning with a Destination Dissertation writing program and concluding with a boot camp for doctoral students. Students would receive support and guidance in completing the dissertation process.

Dr. Wiener discussed current Graduate School enrollment figures. Compared to last year's census data, we have 96 fewer students. One reason is a decline in the number of students enrolled in certificate programs, possibly due to the number of certificate programs which no longer offer Title IV funding. Another factor is the loss of headcount for the joint Social Work program with A&T since that headcount now is credited to A&T.

Dr. Wiener reported that over the summer, Schools/Colleges with certificate programs were asked whether or not they would like to participate in the U.S. Department of Education's "gainful employment" initiative. The Department of Education is requiring all certificate programs wishing to administer Title IV financial aid funding to meet certain requirements. UNCG has nine programs that have agreed to participate. By November 15, these nine programs will report data on students who have completed their program within the last five years. The data must include whether or not these students are currently employed. The Graduate School is working with Institutional Research and the academic programs to assist in gathering this information.

Dr. Wiener provided information on the Bryan Prelude Program, which is being offered through the School of Business. He explained that it is similar to Visions in that it is not a degree seeking program. The Bryan Prelude Program is slightly more structured with regards to the entrance requirements. Applicants must submit official transcripts indicating a GPA of 3.0 or higher, as well as a bachelor's degree and date conferred from an accredited institution. Other requirements to be submitted for Prelude applicants include a statement of purpose indicating the degree program of interest along with a current resume. Prelude students are not guaranteed entrance into the School of Business but are allowed to take a selection of courses. If the student does well in those courses, they could then apply to enter the School of Business and transfer in 6 credit hours. The program is primarily for students interested in Business Administration and Information Technology and Management; however, Accounting is also included although Prelude accounting courses are all undergraduate prerequisites. The Graduate School has been working with the School of Business on tailoring an information sheet which will be used as an addendum to the Bulletin. Dr. Wiener has stated that the criteria be worded to indicate that on rare occasions, work experience and education could substitute for the GPA requirement. Also, he would like to make it clear to Accounting students that the undergraduate prerequisites will not count towards their master's degree.

PROPOSAL FOR INCLUSION OF LIBRARY FACULTY MEMBER AS NON-VOTING MEMBER OF GSC – KATHY CROWE

The following proposal was presented by Kathy Crowe, University Libraries representative. Further discussion and voting will take place during the October GSC meeting.

The University Libraries request that a member of the Libraries' faculty be added as a non-voting member of the Senate Graduate Studies Committee. Librarians currently serve on other Senate committees that relate to the curriculum including the Undergraduate Curriculum Committee, the General Education Council and the Student Learning Enhancement Committee. It is vital that the Libraries remain current with changes and developments in the graduate curriculum so that we provide the necessary supporting resources and services. Because the Graduate Studies Committee reviews new course and program proposals having a librarian on the committee is an excellent way for us to remain abreast of these changes and communicate them to the Libraries. At the same time the librarian on the committee can advise other members about the resources we currently have to support any new programs or courses.

REPORT OF THE CURRICULUM SUBCOMMITTEE – DR. LEWALLEN

ROUTINE COURSE CHANGE REQUESTS (Form D)

The following were approved:

- A. **HEA 625 Community Health Research and Evaluation Community Health Education Program Evaluation** - Revise course title. - Effective Fall 2011
- B. **MUE 659 Psychology of Music** - Change course type from LEC to WTX. – Effective Spring 2012
- C. **MUSMUE 678 Orff in the Music Classroom** – Change course prefix and prerequisite as follows: *Pr. Advanced undergraduate or graduate standing in music or permission of instructor.* – Effective Spring 2012
- D. **NUR 605 Scientific Foundations of Nurse Anesthesia I** – Delete from curriculum - Effective Fall 2011
- E. **NUR 606 Scientific Foundations of Nurse Anesthesia II** – Delete from curriculum - Effective Fall 2011
- F. **NUR 607 Scientific Foundations of Nurse Anesthesia III** – Delete from curriculum - Effective Fall 2012
- G. **NUR 608 Scientific Foundations of Nurse Anesthesia IV** – Delete from curriculum - Effective Fall 2012

The following were approved (with minor revisions):

- A. **BUS/ENT 540, CST/ENT 540, WGS/ENT 540 Social Entrepreneurship: Justice and a Green Environment** – Change catalog description as follows: Interdisciplinary engagement course in of social entrepreneurship as model for change on an issue of and environmental sustainability. ~~Explore~~ Exploration of models for designing and implementing entrepreneurial projects that which respond to social, economic, environmental, and justice issues through direct action and evaluation.
- B. **CSC 540 Human-Computer Interface Development** - Change of prerequisites as follows: *Pr. Grades of at least a C (2.0) in CSC 330 and STA 271 or 290 or permission of instructor.* – Effective Fall 2011

NEW OR AMENDED COURSE PROPOSALS (Form A)

The following were approved with minor revisions:

- A. GEO 607 Earth Science for Educators
- B. GEO 608 Weather and Climate for Educators

- C. GEO 609 Hydrology for Educators
- D. GEO 610 Physical Geology for Educators
- E. GEO 611 Natural Hazards and Society for Educators

The following was tabled:

- A. CNR/ENT 540 Social Entrepreneurship: Justice and a Green Environment

CONCENTRATION, SECOND ACADEMIC CONCENTRATION (SAC), AND/OR MINORS (Form F)

The following was approved:

- A. **Master of Arts in Applied Geography** – New concentration in **Geosciences Education for Teachers** – Effective Fall 2012

PROGRAM REVISIONS (Form G)

The following was approved:

- A. **Post-Baccalaureate Certificate for NC TEACH Alternative Licensure:** Change from a Post-Baccalaureate Certificate for NC TEACH Alternative Licensure to a Post-Baccalaureate Program for the NC Teach Alternative Licensure – Effective Fall 2011

Dr. Snowden reported that the CSC will be trying different techniques for electronic submission of curriculum documents. The UCC currently uses Google Docs as a posting spot to view and print agenda items. The CSC would also like to have a place to post and comment. Software is not currently available at UNCG, but Sharepoint is being investigated.

REPORT OF THE POLICIES AND PROCEDURES SUBCOMMITTEE – DR. KLAUSE

In response to an inquiry from the Faculty Senate leadership, Dr. Ken Snowden presented the need to change the GSC policies concerning membership this coming year because of the restructuring of the School of the Health and Human Performance, School of Human and Environmental Sciences, and other departments. (Italicized passages are drawn from the GSC Policies and Procedures):

The Graduate Studies Committee shall consist of eighteen members. Nine of these shall be full members of the Graduate Faculty and represent the professional schools and the College of Arts and Sciences. One representative shall be elected by the faculties of each of the following: the School of Business and Economics, the School of Education, the School of Health and Human Performance, the School of Human Environmental Sciences, the School of Music, Theatre, and Dance, and the School of Nursing. The College of Arts and Sciences shall elect three representatives with one each from the areas of humanities, science and mathematics, and social and behavioral sciences. Each full member shall be elected for staggered three-year terms in accordance with the Constitution of the Faculty.

Given the creation of HHS, a reasonable presumption was made that the elected membership will be reduced to eight. To keep committee size intact, however, the GSC might choose to increase the number of appointed members from four to five:

To achieve programmatic balance, four additional full members of the Graduate Faculty shall be appointed by the Chair, in consultation with the Dean of The Graduate School, to serve one-year terms. In addition, the Faculty Senate will appoint a member of the Graduate Faculty to the Graduate Studies Committee in order to serve as a linkage between the two groups on issues of mutual concern.

In terms of chairmanship this coming year (Dr. Ken Snowden in the fall, Dr. Nancy Hodges in the spring) the relevant policy is:

The elected members of the Graduate Studies Committee shall select the Chair-elect annually at the first regularly scheduled meeting of the Fall Semester.

Dr. Hodges and Dr. Snowden are both elected members and, therefore, it is not an issue with both of them serving. However, Dr. Hodges was elected from a unit that no longer exists. To handle this issue Dr. Snowden plans to make the changes in the committee structure during the fall, and then to resign so that Dr. Hodges can be elected from the Bryan School in his place. (He could be appointed back for the balance of the year if the GSC chooses to increase the number of appointed members).

An additional suggestion was made by Dr. William Wiener to appoint a member from the Joint School of Nanoscience and Nanoengineering as they do not have a representative.

Dr. Snowden reported he will notify the Faculty Senate as the GSC works through these changes in accordance with policy:

Suggestions for changes in the Committee's (GSC) policies and practices may originate with any member of the Graduate Faculty and must be submitted in writing to the Chair of the Graduate Studies Committee. Once submitted, suggested changes will be considered according to procedures outlined in Paragraph IV, Section D above. Upon approval by the Committee (the GSC), any changes approved by the Committee will be forwarded to the Faculty Senate as an information item.

Dr. Snowden also emphasized the unique "independent status of the GSC in the faculty governance structure. As is indicated in the passage above, the GSC is a committee of the Graduate Faculty and not the General Faculty-- and this distinction is what gives it a different status and more autonomy than committees of the Faculty Senate."

REPORT OF THE STUDENT AFFAIRS SUBCOMMITTEE – DR. MAZGAJ

Dr. Snowden reminded everyone of the decision to task the Student Affairs Subcommittee with making recommendations to the full GSC about any proposals of discontinuations or moratorium of programs. Dr. Snowden stated he sees the role of the GSC, when a proposal for discontinuation or moratorium of a program is introduced, is to focus on the impact on the students currently enrolled in the program and how they will be able to complete the program. Also, to focus on the potential impact the discontinuation has on other academic programs within the University. He does not see the role being as a reviewer or as an appeal process of the decision itself. Discussion took place as to whether or not the committee should be responsible for putting a plan in place as to where to allocate faculty within these programs, i.e. assign to another program. A possibility was presented to have representation from a committee the Chancellor and Provost create on the GSC. Dr. Snowden mentioned time constraints and how the GSC is not currently structured to handle faculty. Another possibility was presented to separate the discontinuations/ moratoriums into two tracks; one for departments who were told to discontinue a program and one for departments who decided on their own to discontinue a program. Dr. Snowden will address these items with Provost Perrin and will report any updates. Another suggestion was made to review the current language of the charge of this committee along with the wording of the Academic Program Process Review on the Office of Planning and Assessment website. These items will be forwarded to the committee members within the next week.

REPORT OF THE SENATE REPRESENTATIVE – DR. ARRINGTON

No report.

ADJOURNMENT

With no further business, the meeting adjourned.